

Deputy Court Clerk

Perform a variety of clerical tasks in District Court offices. Must have excellent telephone and computer skills, good judgment, and accuracy. Must be able to deal effectively with the public in handling situations of a difficult nature. Two years post-graduate education preferred. High school graduation and at least one year of district court experience or closely related experience is mandatory. Position open until filled. Starting pay: \$13.72 per hour. Submit application (available at www.tuscolacounty.org) along with resume directly to:

Tuscola County Court Administrator

440 N. State St.

Caro, MI 48723